



cspld student organization
handbook





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Meet OSPLD

The staff of the Office of Student Programs and Leadership Development (OSPLD) welcomes you. Being a student leader is an incredible developmental experience and with it comes numerous responsibilities. This handbook, as well as OSPLD staff and resources, are available to support student leaders in achieving success with their student organization at San Francisco State University.

purpose

The Office of Student Programs and Leadership Development (OSPLD) is one of several departments within the Division of Student Affairs at San Francisco State University. Serving as the center of student organization activity, OSPLD registers all recognized SF State student organizations. OSPLD trains student leaders and advises students regarding event planning, University policy, fundraising, recruitment, and retention of members. Through collaboration with various faculty, staff and administrators, OSPLD strives to empower students to achieve academic and co-curricular success. OSPLD services facilitate experiential learning, civil discourse and commitment to social justice and equity, to develop strong leaders and conscientious citizens within SF State's diverse and global community.

mission

OSPLD's mission is "empowering all students to succeed as academic scholars, community leaders and conscientious citizens at SF State and beyond."

contact us:



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(415) 338-3885

- Oversees Student Organizations and Greek Life Program
- Leadership Development
- Publications
- OSPLD Website
- Advises Greek, Political and Arts Organizations

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- Manages organization registration process and provides general information and policies

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- Manages organization registration process and provides general information and policies
- Coordinates: major events and outdoor events
- Advises cultural, academic and pre-professional organizations

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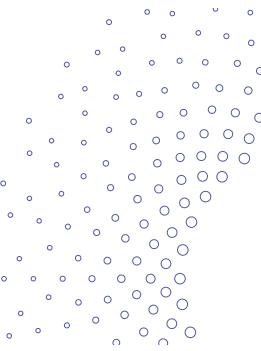
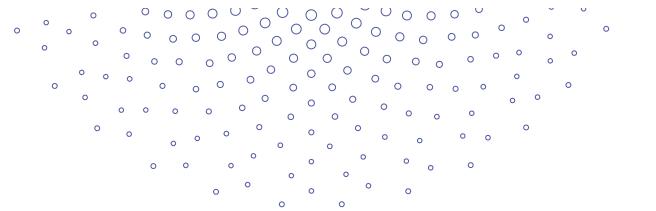
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- Coordinates: fundraising, Student Activities Fair and information tabling
- Advises religious, service and philosophical organizations
- Coordinates: OSPLD workshops, publications and OSPLD Leadership Awards process and reception
- Advises social, media/publications and wellness organizations

Sophia Ramirez
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(415) 338-2174

- Coordinates: OSPLD workshops, publications and OSPLD Leadership Awards process and reception
- Advises social, media/publications and wellness organizations



**we are
your
resource**

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meet ospld

**we can
help
you with:**

event planning

- Event Registration and Approval
- Major Campus Events
- Rallies and Protests
- Political Activities
- High Profile Speakers

fundraising

- Funding Advice
- Student Organization Fundraising
- Benefit Fundraisers
- Vendor Fundraising Program
- Food Sales

student leader resources

- Leadership Training
- Online Student Group Directory
- Student Organization Registration
- OSPLD Advisors
- Student Leader Orientations
- Information and Training Workshops
- Student Activities Fair
- Student Activism
- Student Group Advocacy
- OSPLD University Partners

space

- Malcolm X Plaza Scheduling
- Main Lawn Area Scheduling
- Facilitate Classroom Scheduling
- Space Scheduling Advice

come visit us!

105 Student Services Building

(415) 338-2171
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<http://www.sfsu.edu/~ospld>

Hours: M-F, 8 am – 5 pm
Drop-In Office Hours:
Thursdays, 3pm – 5 pm

